

KCA EXECUTIVE BOARD MEETING – JANUARY 30, 2010

	Colene Fischli, Past President	X	Karen Rohling, President
X	Peggy Steimel, Secretary	X	John Lampe, Treasurer
X	Jeff Duncan, Member-at-Large	X	Ron McVeigh, Member –at-Large
X	Geri Reece, Member-at-Large (Conference Call)	X	Thomas Schmitt, Member-at-Large
X	Brad Kiehl, Vice-President (Conference Call)	X	Holly Zane, KCA Member
X	Keith Rohling, KCA Member		

President Karen Rohling called the Kansas Correctional Association Executive Board meeting, to order on Saturday, January 30, 2010 at 9:05 a.m. There were two members present via a conference call and Colene Fischli was unable to meet due to a family situation.

TOPIC	DISCUSSION/DECISION
Minutes	<ul style="list-style-type: none"> <input type="checkbox"/> The minutes from the October 6, 2009 conference call meeting were read John made a motion to accept the minutes as read and Ron seconded. Motion carried.
Treasurer's Report	<ul style="list-style-type: none"> <input type="checkbox"/> John Lampe presented the Treasurer's Report. He had available account statements for periods ending 05/29/2009 and 10/06/2009. The current balance is \$25,231.48. There are no outstanding payments at this time. Upcoming expenses include Annual Business Filing with the Secretary of State in February for \$40.00. There will also be a Domain charge for the website of \$100.00 in August. Geri stated there have been no retail sales. Ron made a motion to accept the Treasurer's Report as presented by Mr. Lampe and Peggy seconded. The motion carried.
Welcome	<ul style="list-style-type: none"> <input type="checkbox"/> President Rohling welcomed new Vice President Brad Kiehl. The rest of the Executive Board and the two KCA members present introduced themselves as well.
Agenda Items	<ul style="list-style-type: none"> <input type="checkbox"/> Facility Tours/Training: President Rohling that she had presented the idea of having the facilities host regionalized training to Secretary of Corrections Roger Werholtz and Deputy Secretary Chuck Simmons but they did not feel comfortable having the facilities host these trainings due to budgetary constraints etc. There was discussion about conducting some video tours of the facilities to highlight Department of Corrections and Juvenile Justice Authority. Holly Zane mentioned that there was a video tour done several years ago (perhaps 2000) that highlighted the DOC facilities. Holly has agreed to assist with this project in developing something that could possibly be put out on the KCA website or used in some sort of training module. Jeff and Peggy will work to see if there is something already done for the JJA facilities. <input type="checkbox"/> KCA Conference: Although a full-scale KCA Conference is not feasible at this time, the Board still felt that it was important to keep some sort of small scale regionalized training(s) and if possible, bring in a few vendors to help defray expenses etc. Even if we held several smaller regional trainings throughout the state in vacant university/college rooms etc. for a nominal fee of \$50-\$100 and offer the training either free or for nominal costs of \$15.00 or so. Brad, Geri and Karen volunteered to contact resources to find areas that we could use for training facilities. <input type="checkbox"/> Training Topics: The Board discussed various topics that they felt were pertinent topics that could be incorporated into some regionalized training. Professionalism; Ethics; Certified Correctional Profession; Personal Professional Development; Cross-Gender Supervision; Chaplaincy Services and Religious Programs; Safety for Parole Officers; and interest topics that also draw in the crowd. It was decided to set up a survey through Survey Monkey and find out what the membership was interested in. Questions were drafted and Peggy will send out to all Board members on Monday. Brad will finalize the survey questions, perhaps adding drop down boxes for Members to select from. It was decided to have the survey open for 30 days closing by April 30, 2010. Geri will assist in getting the information out to the Kansas Sheriffs' Association and Kansas Peace Officers and KATCO and Holly will work on setting up a macro to pull out e-mail addresses to send the information out via e-mail to current membership instead of trying to send out postcards. <input type="checkbox"/> ACA/NIC/Community Colleges: Tap into some of these resources to see what is available through them (training topics) that we could possibly use. Tom will follow up with ACA to see what they have available for on line training. <input type="checkbox"/> Electronic Training: Ron presented information about conducting some on-line training that

would be of no cost but would require time to get developed. We could set up the training so that it would kick out a completion certificate or some sort of a test to show comprehension. There is information on the ACA website and possibly NIC that could be used. Karen reported that Desert Waters had some very valuable training that could also be used for his purpose. This type of training would have to be packaged well so that we could obtain the buy-in of the department heads.

- ❑ **By Law Revisions:** The By-Laws Committee had previously met and Ron had forwarded a copy of their suggested revisions to all Executive Board members to review. The Board reviewed each section making recommendations as Ron made the changes electronically. He will put together the final draft and send to the Board members as early as Sunday with a deadline for final review by February 15, 2010. Part of the bylaws stated about the fiscal year of KCA. John made a motion to amend the KCA Fiscal Year to run concurrent with the calendar year. Tom seconded it and the motion carried. There was discussion about the geographical boundaries and membership eligibility of the Association. Tom made a motion to accept the wording presented by Brad (which he later sent via e-mail); and John seconded it. The motion carried by majority vote.
- ❑ **Financial Audit Committee:** John made a motion to establish a Financial and Auditing Committee and Tom seconded it. The motion carried.
- ❑ **KCA Eagle –** Ron and Holly presented information about the quarterly KCA newsletter. Holly has taken on other duties and does not have the time to devote to the process, especially the mailings. It was agreed that Holly would maintain for the current year, send the newsletter to Hutchinson Correctional Facility Print Shop and then it would be placed on a HUB bus to LCMHF and Karen would have folks in her area, help get these mailed out. Karen further stated that she would be very willing to take the editor of the KCA Eagle over when she retires. We would like to have enough articles to have the KCA Eagle out by April 1. Information about the training assessment survey, elections, scholarship and future training opportunities will be highlighted. There will also be a short blurb about Albert Murray who is campaigning for ACA president. Peggy will forward that information to be included.
- ❑ **KCA President Support –** Albert Murray, former JJA Commissioner is campaigning for ACA President and has inquired about how KCA can help get information out in his support. Peggy read information about Mr. Murray that was highlighted on the ACA website when he was awarded the E.R. Cass award last fall. We have shown support by placing short articles in the KCA Eagle in the past so Peggy will follow up for information that can be included in the next edition.
- ❑ **Scholarship:** Karen had reported at the last meeting that EMBARQ is still very interested in giving money towards another scholarship with the caveat that it be given during some sort of a formal presentation/training opportunity where they could be present and also be recognized. If we still want to give the money from the previous year, we need to get the information out very soon so that it can be forwarded to high schools – potentially set a deadline for accepting until mid-March or so.
- ❑ **Adjournment:** Seeing there was no more business to be brought before the Organization, Ron moved that the meeting be adjourned, Tom seconded and the motion carried. Meeting was adjourned at 2:35 p.m. Next meeting was scheduled for Saturday, May 8, 2010 at 9:00 a.m. in Salina.

KCA Executive Board Meeting

KCA Treasurers Report
January 30, 2010

Account # 110132 – First State Bank & Trust Co. - Larned, Kansas

Balance 10/06/09 \$24,160.95

Cr.

\$ 150.00 (Blues & BBQ Reimbursement / Rohling)
\$ 379.67 (ACA Dues Rebate – July, Aug. Sept. “09”)
\$ 608.25 (ACA Dues Rebate – Oct. Nov. Dec. – “09”)

Dr.


<\$ 12.59> (OPI – Mailing Labels / Ballots)
<\$ 72.80> (Larned Post Office – Ballot Postage)

Balance 01/30/10 \$25,213.48

Association Balance as of 01/30/10 - \$25,213.48

At this time there are no expenses to be paid or outstanding payments waiting to clear the Association account.

Respectfully submitted,


John R. Lampe
Treasurer

KCA Executive Board Meeting

KCA Treasurers Report
January 30, 2010

Account # 110132 – First State Bank & Trust Co. - Larned, Kansas

Balance 08/29/09 \$ 4,959.19

Cr. \$19,000.00 (KCA account transfer – Citizens B&T)
 \$ 507.01 (ACA Dues Rebate – Sept. Oct. Nov. “08”)
 \$ 694.75 (ACA Dues Rebate –Dec.“08” Jan. Feb. “09”)
 \$ 150.00 (Blues & BBQ Reimbursement / Rohling)
 \$ 379.67 (ACA Dues Rebate – July, Aug. Sept. “09”)
 \$ 608.25 (ACA Dues Rebate – Oct. Nov. Dec. – “09”)

Dr. <\$ 1,000.00> (Reaching Out From Within – Blues & BBQ)
 <\$ 12.59> (OPI – Mailing Labels / Ballots)
 <\$ 72.80> (Larned Post Office – Ballot Postage)

Balance 01/30/10 \$25,213.48

Account #10908665 – Citizens Bank & Trust Co. – Topeka, Kansas

Balance 01/30/10 \$ -0- *

*Account Closed by transfer of funds 09/01/09

Association Balance as of 01/30/10 - \$25,213.48

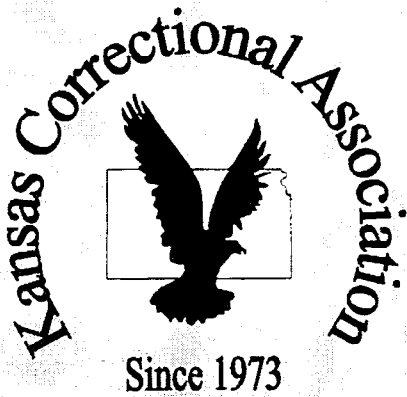
At this time there are no expenses to be paid or outstanding payments waiting to clear the Association account.

Respectfully submitted,


John R. Lampe
Treasurer

Questions proposed for the Training Needs Survey:

1. What is the single most important training topic faced by your agency?
2. What are the training topics you feel that you need, that you do not already receive, that would help you perform your job adequately?
3. How far would you be willing to travel to attend training?
 - a. Would your agency provide per diem?
 - b. Would you prefer a whole day or half day of training?
4. If the training was regionalized and your agency did not pay for it, how much would you be willing to pay for the training?
5. Would you be interested in any on line training?



Announcement:

KANSAS CORRECTIONAL ASSOCIATION SCHOLARSHIPS

Sponsored by
EMBARQ

The purpose of these scholarships is to provide financial assistance to students pursuing academic goals which will prepare them for a career in the corrections/criminal justice field, or a related social/behavioral sciences field.

Applicants must be a Kansas resident to be eligible.

\$1,000

To be given to a full-time student attending any Kansas college in order to pursue a career in one of the aforementioned fields.

\$500

To be given to a part-time student currently working in Kansas in the field of corrections or criminal justice, who is seeking to complete or to enhance his/her education in pursuit of promotion or other career-enhancing goal.

*To apply, complete the attached application form and submit via e-mail to Karen.Rohling@doc.ks.gov by **October 15, 2008**.*

*Scholarship winners will be announced at the KCA 2008 Fall Conference Awards Banquet on October 28th.
Funds will be paid directly to the recipients' college upon proof of enrollment.*

